

Boston University Office of the Provost



Professor Jean Morrison, University Provost and Chief Academic Officer

One Silber Way
Boston, Massachusetts 02215
T 617-353-2230 F 617-353-6580
www.bu.edu/provost

TO: Boston University Students, Faculty, and Staff

FROM: Jean Morrison, University Provost and Chief Academic Officer

A handwritten signature in cursive script, appearing to be "JM", located to the right of the "FROM:" line.

DATE: January 26, 2022

SUBJECT: Scheduling of Final Exams

As we begin a new semester, I would like to remind everyone that, per University policy, the final examination for a course must be given only during its scheduled exam period and time slot and not during a regular class meeting or on a reading day, *even if the faculty member and all students in a course agree to such a change.*

The purpose of this policy is to ensure that our students have the appropriate time and space to prepare for finals during the designated study period. For further information regarding the scheduling of final exams, please see the website of the University Registrar (<http://www.bu.edu/reg/calendars/final-exams/policy/>).

As we did during the fall semester, we will continue to closely track the incidence of COVID-19 on campus and be back in touch closer to the final exam period with guidance should special arrangements (including scheduling or space changes) be needed to accommodate illness.

I want to thank you in advance for your cooperation with this effort – particularly as we navigate these shifts in public health – and to wish everyone a productive, successful, and healthy spring semester ahead.